

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 10 / 24 / 17

Date of meeting 11 / 01 / 17

(City Council meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:

Sean Scoggin

Address: 1123 Lake Street, Sandpoint, ID 83864

Phone number and email address: 208.255.7548 sscoggin@sandpointidaho.gov

Authorized by: Jennifer Stapleton

*name of City official*

*City official's signature*

*(Department Heads, City Council members, and the Mayor are City officials.)*

Subject: Resolution to Establish a Redevelopment Area

Summary of what is being requested: Per the CDBG application there is a requirement that City Council establish a redevelopment district in which all CDGB funds will be expended.

The following information **MUST** be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☒ **Yes** ☐ **No**  
If yes, in what way? Resolution passage would continue the application process seeking CDBG funds for the lighting portion of the downtown revitalization project.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

Have they been contacted?  
**Yes or No**

3. Is there a need for a general public information or public involvement plan? **Yes or No**  
If yes, please specify and suggest a method to accomplish the plan: ☐ **Yes** ☒ **No**

4. Is an enforcement plan needed? **Yes or No** ☐ **Yes** ☒ **No** Additional funds needed? **Yes or No** ☐ **Yes** ☒ **No**  
5. Have all the affected departments been informed about this agenda item? **Yes or No** ☒ **Yes** ☐ **No**

**This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.**

**ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM**

**CITY OF SANDPOINT  
AGENDA REPORT**

**DATE:** September 15, 2017

**TO:** MAYOR AND CITY COUNCIL

**FROM:** Grants and Projects Administrator, Sean Scoggin

**SUBJECT:** Resolution to Establish a Redevelopment Area

**DESCRIPTION/BACKGROUND:**

The Downtown Streets Plan and Design Guide was initiated by the City of Sandpoint in 2011 and is the outcome of an extensive public involvement process in which design concepts for Superior, Pine, First, and Cedar were developed. This concept plan is now the primary planning document for the City's downtown revitalization project.

City Administration is in the process of seeking funds via a Community Development Block Grant (CDBG) that will support the procurement and installation of the lighting portion of the project. Per CDBG application guidelines, it is required that City Council pass a resolution establishing the redevelopment project area in which the funds will be expended. The resolution also details the slum and blight criteria conditions within the redevelopment area, which are additional criteria that must be met per application requirements.

The redevelopment area will encompass the entirety of Cedar Street, from ½ block east of 5<sup>th</sup> Ave to Bridge Street on 1<sup>st</sup> Ave.

**STAFF RECOMMENDATION:**

Approve

**ACTION:**

Council Approval

**WILL THERE BE ANY FINANCIAL IMPACT?**

Yes, if resolution is not passed

**HAS THIS ITEM BEEN BUDGETED?**

Yes

**ATTACHMENTS:**

Resolution  
Street Phasing GIS

No: 17-

Date: November 1, 2017

RESOLUTION  
OF THE CITY COUNCIL  
CITY OF SANDPOINT

**TITLE: RESOLUTION TO ESTABLISH A REDEVELOPMENT AREA**

WHEREAS: The City has reviewed the conditions and quality of the City and found a geographic area in which slum and blight conditions exist according to IDAPA 28, Title 02, Chapter 01, Section 020. The approximate boundaries of this geographic area are the entirety of Cedar and First Streets, from ½ block east of 5<sup>th</sup> Ave. to Bridge Street, and are delineated on Attachment A affixed hereto, which is a map of the subject area defining the limits, boundaries and location of the slum and blight conditions of said district;

WHEREAS: The following is a description of the slum and blight conditions which exist in the delineated area:

Infrastructure:

Approximately 161,309 square feet of area that makes up the entirety of the Redevelopment Area has pedestrian lighting that has been determined to be substandard as it does not meet City Council Resolution 12-71, Downtown Streets Plan and Design Guide standards and requirements.

Approximately 45,780 linear feet of sidewalk within the Redevelopment Area has been determined to be substandard as it does not meet standards and requirements pertaining to sidewalk width stated in the Downtown Streets Plan and Design guide. Specifically, 96% of sidewalks within the Redevelopment Area are 12 feet in width or less.

Properties:

Of the 52 property lots located within the Redevelopment Area fourteen properties have been determined to be substandard. Of these fourteen properties:

- Fourteen are deemed substandard per ICDBG Application Handbook, Chapter 02, Section 04.

Detailed documentation is contained in the Redevelopment Area assessment prepared by licensed design professional Ryan Luttmann dated October 25, 2017.

WHEREAS: These conditions are risks to public safety, impediments to sound community growth and are considered economic liabilities to the community;

WHEREAS The City of Sandpoint desires to eliminate and prevent slum and blight conditions within the stated geographic area, the City will undertake various activities to eliminate these conditions. These activities will conform to the City's comprehensive plan; and

WHEREAS: The planned activities may include land acquisition, demolition, and/or clearance, the Idaho Department of Commerce's "Anti-Residential Displacement and Relocation Plan" will govern any of these activities.

NOW, THEREFORE, BE IT RESOLVED THAT: It is resolved by the Mayor and City Council of Sandpoint, Idaho that the City shall designate the above-stated geographic area as a redevelopment area and shall take action as necessary to remove and prevent slum and blight conditions.

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Shelby Rognstad, Mayor

ATTEST:

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Maree Peck, City Clerk

City Council Members:

	YES	NO	ABSTAIN	ABSENT
1. Eddy				
2. Aitken				
3. Williamson				
4. Camp				
5. Ruehle				
6. Snedden				



# CITY OF SANDPOINT REDEVELOPMENT AREA ASSESSMENT



Ryan Luttmann

CITY OF SANDPOINT 1123 Lake Street, Sandpoint, ID 83864

## **Introduction**

The Downtown Streets Plan and Design Guide is the result of an extensive public involvement process in which design concepts for Superior, Pine, First, and Cedar were developed. This concept plan, adopted by City Council Resolution, is now the primary planning document for the City's downtown revitalization project.

City Administration is in the process of seeking funds via a Community Development Block Grant (CDBG) that will support the procurement and installation of the lighting portion of the project. Per CDBG application guidelines, it is required that City Council pass a resolution establishing the redevelopment project area in which the funds will be expended. The resolution also details the slum and blight criteria conditions within the redevelopment area, which are additional criteria that must be met per application requirements. In order to assess the slum and blight criteria that the City must meet, a Revitalization Area Assessment of both property and infrastructure was conducted within the area in which CDBG funds would be expended. This document is the result of that assessment.

The redevelopment area assessed encompasses the entirety of Cedar Street, from ½ block east of 5<sup>th</sup> Ave to Bridge Street on 1<sup>st</sup> Ave.

## **Infrastructure**

### **Lighting:**

Approximately 161,309 square feet of area that makes up the entirety of the Redevelopment Area has pedestrian lighting that is substandard as it does not meet City Council Resolution 12-71, Downtown Streets Plan and Design Guide standards and requirements.

### **Sidewalk:**

Approximately 45,780 linear feet of sidewalk within the Redevelopment Area has been determined to be substandard as it does not meet standards and requirements pertaining to sidewalk width as stated in the Downtown Streets Plan and Design guide. Specifically, 96% of sidewalks within the Redevelopment Area are 12 feet in width or less.

## **Properties**

### **Substandard:**

Of the 52 property lots located within the Redevelopment Area fourteen properties have been determined to be substandard, with a vacancy rate within the area of 27%. Of these fourteen properties:

- Fourteen are deemed substandard per ICDBG Application Handbook, Chapter 02, Section 04, vacant or partially vacant property.

## **Documentation**

Infrastructure and property documentation is provided in appendix A.

As a licensed design professional in the State of Idaho, I certify that the information provided in this report is accurate.

 P.E.  
Ryan Luttmann, P.E.

10/25/17 Date

# Appendix A



No: 12-71  
Date: December 5, 2012

RESOLUTION  
OF THE CITY COUNCIL  
CITY OF SANDPOINT

**TITLE: DOWNTOWN STREETS PLAN AND DESIGN GUIDE**

WHEREAS: Upon construction of the new US-2 alignment, the Idaho Transportation Department will remove portions of Cedar Street, First Avenue, Pine Street and Superior Street from the State highway system and seek to return them to the City of Sandpoint;

WHEREAS: Upon the City's acceptance of those streets, they will be incorporated into the City street system in order to provide for two-way traffic; and

WHEREAS: To that end, the City retained the services of SERA Architects, Inc. ("SERA"), to redesign the City's downtown street system, resulting in the Downtown Streets Plan and Design Guide.

NOW, THEREFORE, BE IT RESOLVED THAT: City Council hereby adopts the Downtown Streets Plan and Design Guide as presented by SERA, a copy of which is attached hereto and made a part hereof as if fully incorporated herein.

BE IT FURTHER RESOLVED THAT: City Council hereby requests that, as soon as possible, Sandpoint Urban Renewal Agency (SURA) fund the following improvements, which are included in the Downtown Streets Plan and Design Guide: Third Avenue and Fourth Avenue between Church Street and Pine Street, purchase of right of way for and design of a roundabout at First Avenue and Superior Street.

  
Marsha Ogilvie, Mayor

ATTEST:

  
Maree Peck, City Clerk

City Council Members:

		YES	NO	ABSTAIN	ABSENT
1.	Logan	X			
2.	Brunner	X			
3.	Schuck				X
4.	Qualls	X			
5.	Eddy	X			
6.	Rognstad	X			

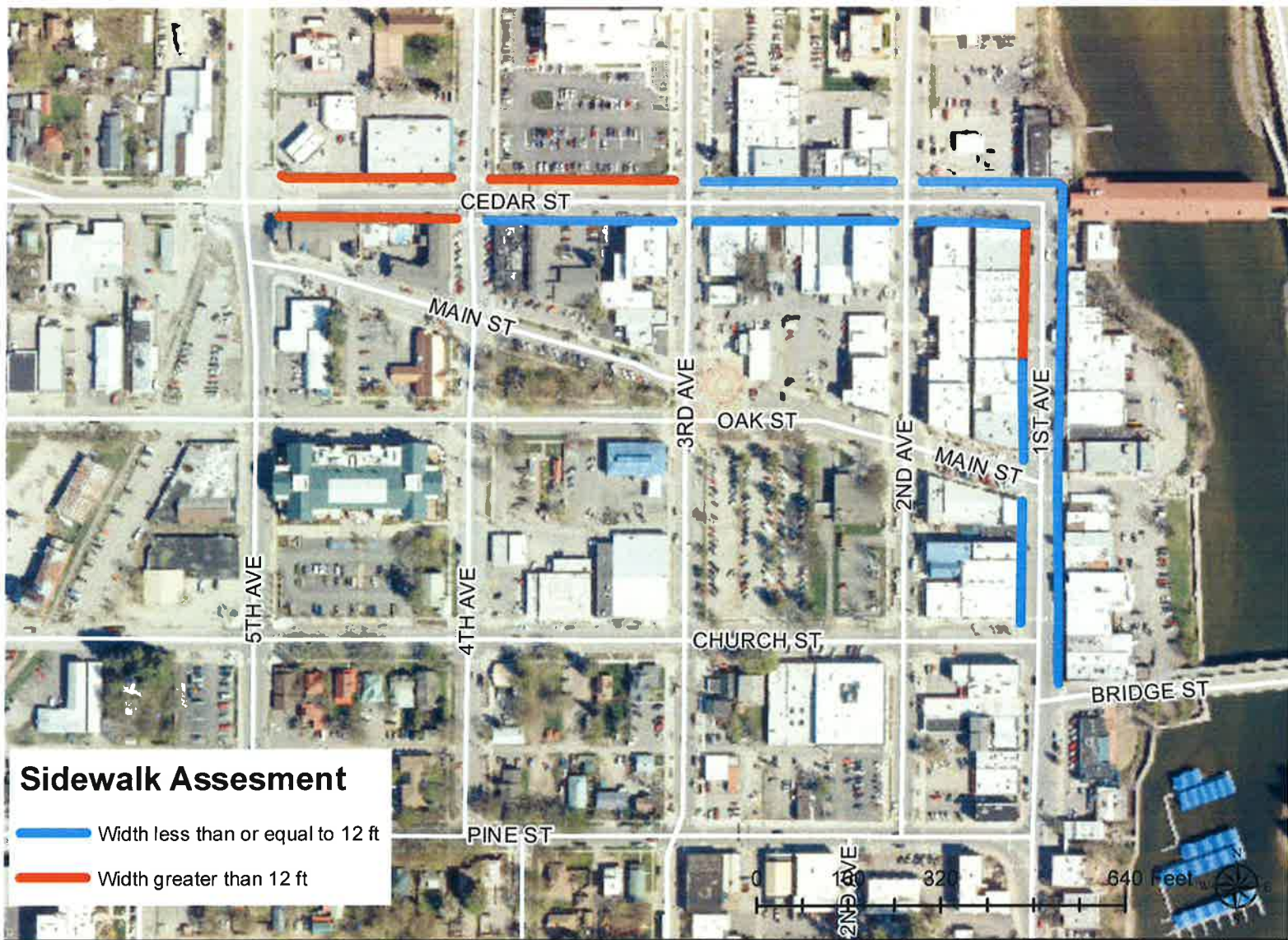
# CITY OF SANDPOINT

## DOWNTOWN REVITALIZATION PROJECT

### DOWNTOWN STREETS PHASING 1& 2



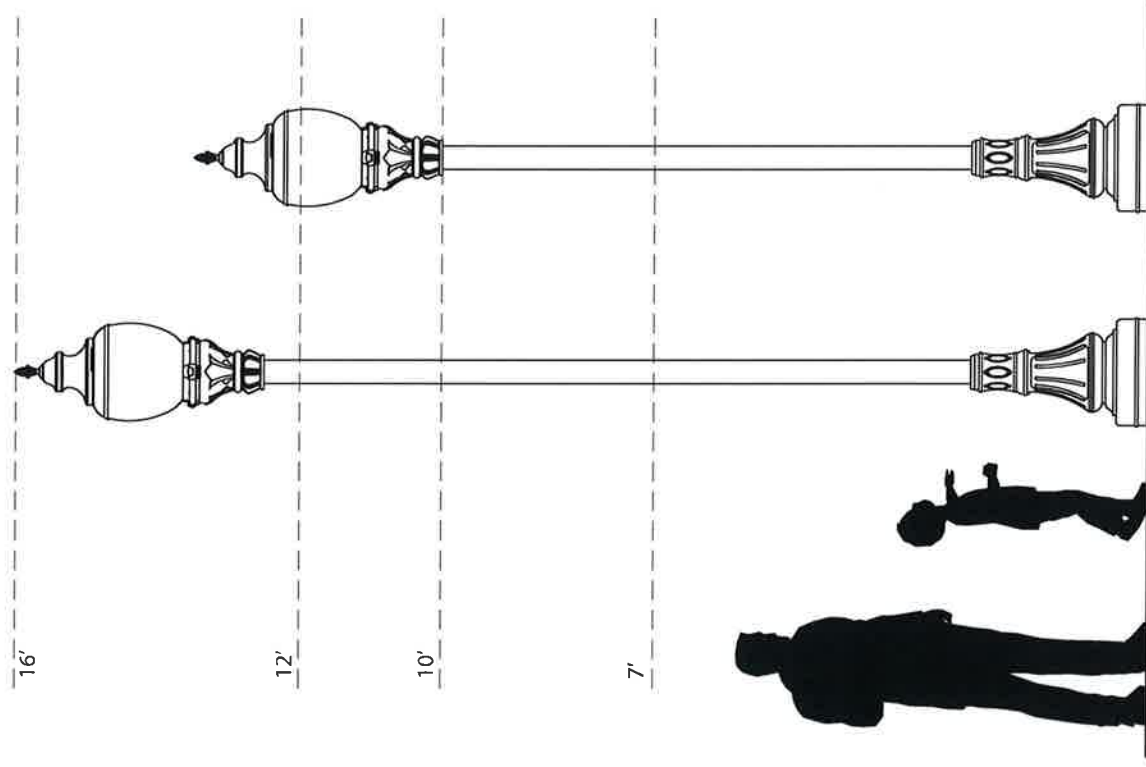




## Sidewalk Assesment

- Width less than or equal to 12 ft
- Width greater than 12 ft

Material	Condition	Width	length	Yr_Install	Yr_Assess	Drawing_2	Drawing_3	Encrch_No	Shape_Leng	Shape *
con	E	5	63	8/1/2011	8/1/2011			0	63.091409	Polyline
con	G	5	151	<Null>	<Null>			0	151.238334	Polyline
con	G	5	27	8/18/2005	8/18/2005			653	26.638207	Polyline
con	E	8	80	4/29/2009	4/29/2009			1267	80.06394	Polyline
con	G	10	212	<Null>	<Null>			0	212.418139	Polyline
con	G	12	325	<Null>	<Null>			0	325.485928	Polyline
con	G	12	323	<Null>	<Null>			0	322.928724	Polyline
con	G	12	179	<Null>	<Null>			0	179.272376	Polyline
con	E	12	81	4/16/2007	4/16/2007			939	81.089235	Polyline
con	G	12	331	<Null>	<Null>			0	330.509444	Polyline
con	G	12	246	<Null>	<Null>			0	245.604976	Polyline
con	E	12	68	<Null>	<Null>			0	67.537637	Polyline
con	G	12	110	<Null>	<Null>			0	109.762171	Polyline
con	E	12	60	9/19/2005	9/19/2005			690	59.807132	Polyline
con	G	12	99	<Null>	<Null>			0	99.386258	Polyline
con	E	12	73	5/14/2008	5/14/2008			1162	73.142282	Polyline
con	E	12	89	10/16/2006	10/16/2006			902	88.80493	Polyline
con	G	12	35	<Null>	<Null>			0	34.906724	Polyline
con	G	12	23	<Null>	<Null>			0	22.933057	Polyline
con	G	12	29	<Null>	<Null>			0	28.613372	Polyline
con	E	12	59	10/17/2001	10/17/2001			227	58.777175	Polyline
con	G	13	238	<Null>	<Null>			0	238.340208	Polyline
con	G	13	170	<Null>	<Null>			0	170.454067	Polyline
con	E	13	117	9/16/2008	9/16/2008			1232	117.328585	Polyline
con	P	13	18	<Null>	10/12/2012			0	18.182525	Polyline
con	G	15	318	<Null>	<Null>			0	318.263487	Polyline
con	G	20	233	<Null>	<Null>			0	233.292769	Polyline



*Existing Downtown streetlight standard*

## STREET LIGHTING

**Pedestrian-scale lighting** is one of the most significant and important investments the City has made in the last decade. The City’s standard light pole is a 10-foot tall, fluted steel pole that has been custom polyester powder-coated in forest green. The luminaire is a traditional “Federal Globe” acorn-style lamp and has been outfitted with an internal cut-off to comply with the City’s “Dark Sky” ordinance. The light pole is manufactured by Architectural Area Lighting (AAL).

This light pole complements the district’s charming historic character and should continue to be used on all of the internal streets in the Business Improvement District.

A complementary, but taller (14-foot minimum, 16-foot preferred), light pole should be selected for the First Avenue and Cedar Street streetscape. The taller light pole allows banners, art, and flower baskets to be hung from the pole at a height that is easy to see at a distance and provides better vehicle clearance. The light tone and quality should remain the same between to two fixtures.

The City should continue to explore the latest advances in lighting, as LED technologies become more affordable and efficient.